

Town of Tupper Lake Regular Town Board Meeting

April 11, 2019

Roll Call: Supervisor Patricia S. Littlefield
Councilman John Quinn
Councilman Michael Dechene
Councilwoman Mary Fontana

Absent – Councilwoman Tracy Luton

Recording Secretary: Town Clerk Laurie J. Fuller

Press: Tupper Lake Free Press – Dan McClelland
Adirondack Daily Enterprise – Aaron Cerbone

Also: Highway Superintendent William Dechene

Guest: Jules Callaghan
James Frenette, Sr.
John Gillis

Supervisor Littlefield called regular Town Board meeting to order at 6:02 p.m. opening with the Pledge of Allegiance.

1. X-Country Trail Groomers
Presentation of Vest:

Councilman Quinn, on behalf of the Town Board wish to thank gentleman for all their devotion to grooming Cross Country Ski Trails at the Country Club, presenting them with vest with new James C. Frenette Sr. recreational Trails logo. Groomers are, Jules Callaghan, James Frenette Sr., John Gillis, John Quinn, absent Scott Chartier and Eric (Shaky) Lanthier.

2. Public Comment
Gates at Setting Pole Dam:

Dan McClelland, resident of River Road thanked Supervisor Littlefield and board for contacting Brookfield Power to open gates at Setting Pole Dam early to help prevent flooding this season.

3. Added to agenda, authorize opening two new bank accounts as per Comptroller:

Resolution #17A – 2019

Of

The Town Board of the Town of Tupper Lake
Franklin County, New York

WHEREAS; the Town's local depository is Community Bank, NA located at 75 Park Street Branch (017) In Tupper Lake, New York 12986, and

WHEREAS; as per the State Comptroller's request, two bank accounts need to be established, Water District #3 and Town Hall Access, and

WHEREAS; at a regular Town Board meeting held April 11, 2019, Board members passed a resolution, approving the two bank accounts and authorizing Supervisor Littlefield and Deputy Supervisor Quinn as signers for accounts, as per documentation provided by Community Bank.

Date: April 11, 2019

Motion: Councilman Dechene

Seconded: Councilwoman Fontana

Absent: Councilwoman Luton

Action: Carried 4/0 Littlefield, Quinn, Dechene, Fontana

Laurie J Fuller – Town Clerk RMC

- 4. Approve Abstract of Audit Vouchers,
Budget Transfers & Due To Due From:

Town of Tupper Lake
Abstract #4 – April 11, 2019
Vouchers #2019-0196 to 2019-0266

<u>Prepaid/Debit</u>	<u>Unpaid</u>	<u>Total</u>
\$9,983.73	\$29,037.22	\$39,020.95

Motion to approve Abstract #4 of Audited Vouchers in the amount of \$39,020.95 was made by Councilwoman Fontana.

Seconded by Councilman Quinn
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

Budget Transfers

<u>Decrease</u>	<u>Increase</u>
\$3,547.50	\$3,547.50

Motion to approve Budget Transfers in the amount of \$3,547.50 was made by Councilwoman Fontana.

Seconded by Councilman Quinn
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

Due To Due From

Funds loaned from the General Fund to the Capital Projects Fund. As grant funds are received from New York State for this project, the General Fund will be paid back accordingly.

Motion to approve Due To Due From in the amount of \$169,000.00 was made by Councilwoman Fontana.

Seconded by Councilman Quinn
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

- 5. Approve Minutes:

Town Clerk provided a drafted copy of minutes dated March 14, 2019 for approval.

Motion to approve minutes as written for meeting dated March 14, 2019 was made by Councilman Dechene.

Seconded by Councilwoman Fontana
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

- 6. Town Departments Monthly Reports:

Code Officer

2 Building Permits issued in March

No Demolition Permit issued

No Complaint filed

Completed 6 field inspections

March 2019 miles logged 278

Attended Northern Adirondack Code Enforcement Conference in Lake Placid.

This allowed me to complete the 24 hours of continuing education as mandated by NYS.

Please contact me with any questions or concerns.

Respectfully submitted:

Paul O’Leary
Code Enforcement Officer
Town of Tupper Lake

Youth Activity Director

Board Report Youth Activities
4/8/9

Angie Snye

Campground: Campsite reservations are coming in steadily, as are requests for the pavilion, mostly for weekends in July and August. We have a seasonal camper meeting scheduled for May 7 at 6:00 at the Town Hall. We will be adding new pieces of playground for this season, as well as sections of dock to expand the floating dock. We have received permit paperwork from Department of Health for the campground and we are still waiting for application packets for the beach and day camp.

Spring Break activities at Goff-Nelson Memorial Library: I will be at the public library for Spring Break offering free activities for kids and parents and anyone that wants to stop in! We’ll be there April 16, 17 and 18 doing paper bag crafts, origami and “bubble gum” self-portraits (we’ll use a pink balloon for our bubble gum!).

Tupper Tumbling: Tupper Tumbling has been so much fun! We’ve had 5 of our 6 classes at the time of this report. The kids are showing so much improvement in their forward-rolls, backward-rolls, cartwheels, handstands, and walkovers, just to name a few skills. The littles have been working with an obstacle course of hoops, trampoline and pool noodles, the bigger kids have been working with different mats to assist with their movements. We have had a great group of kids, and a fantastic group of volunteers – thank you to everyone that has made this a great success! Mallory Law has been a wonderful instructor and we are hopeful to have her back for another session in the fall.

Spring/Summer Sports: We began taking registrations for baseball and softball toward the end of March – at this time we have 88 kids signed up for t-ball, coach pitch baseball, minor baseball, major baseball, minor girls softball and major girls softball. We will accept registration from through April 11. Along with players, we are always looking for parent volunteers to help out with coaching! We are also taking registrations for 5th & 6th grade volleyball – at this time we have 10 kids and one volunteer signed up to play with Coach Helms. We started talking with the Lake Placid Soccer Center this past fall in the hopes of offering a 3-day co-ed soccer clinic in July. It looks like this clinic is going to happen! Professional staff from the center will work with kids ages 8 to 18 on individual and team skills. At this time we have it scheduled for July 15, 16 and 17. The clinic will be held on the soccer fields at LPQ. We’ll have more information available from Lake Placid Soccer Center soon.

Summer Employment: Applications for summer lifeguards and day camp counselors have been coming in regularly. Candidates for lifeguards must be 15 and must be certified, candidates for day camp counselor must be at least 16. Anyone interested in applying should submit applications to the Town Hall on or before April 26. Little Wolf Beach is scheduled to open at the end of June (exact date is to be determined), and Day Camp will run July 8 through August 16 this summer. We are working on the calendar/schedule for the 6-week day camp program, activities will include Beach Days (with swimming lessons available at no extra cost to campers), theatre programs (Lake Placid Center for the Arts and Pendragon Theatre), bowling, mini-golfing, a movie theatre day as well as our on-site activities like track-and-field day, water fun days and more!

Dog Control Officer

Town of Tupper Lake
Dog Control Report

For the Month of: 2-19

Date: 3-8-2019

Complaints Received	2
Complaints Answered	2
Dogs Captured	0
Dogs return to owner	0
Impound Fees Collected	0
Dogs turned over to DCO	0
Dogs transported to Humane Society	0
Dogs Adopted	0
Dogs Euthonized	0
Dogs treated by Vet	0
Dangerous Dog Complaints	0
Tickets issued	0
Report prepared by Wayne LaPierre DCO	

Town of Tupper Lake
Dog Control Report

For the Month of: 3-19

Date: 4-3-2019

Complaints Received	4
Complaints Answered	4
Dogs Captured	1
Dogs return to owner	1
Impound Fees Collected	0

Dogs turned over to DCO	0
Dogs transported to Humane Society	0
Dogs Adopted	0
Dogs Euthonized	0
Dogs treated by Vet	0
Dangerous Dog Complaints	1
Tickets issued	3 Court ordered to pay \$120.00 impound fee + tickets
Report prepared by Wayne LaPierre DCO	

Highway Department

Town of Tupper Lake Highway Department
William Dechene
Highway Superintendent

Monthly report for March 12 – April 8, 2019

- Weekly dump run for the Town Hall and Maddox Hall.
- Cold patching pot holes as needed.
- Pushed back snow banks on Pitchfork Pond Rd. so water could drain off road.
- Plowed and sanded parking lots at Town Hall, Maddox Hall, Country Club and lower parking lot at the Rod & Gun Club.
- Plowed and sanded roads per weather conditions.
- Painted rear wheels & frame on Unit 65.
- Serviced Unit 65.
- Serviced Unit 45.
- The snowmobile groomer went out March 13 & 18 and now put away for the season.

Fuel and gas records per other logs.

Motion to approve Town Departments monthly reports as submitted was made by Councilman Dechene.

Seconded by Councilwoman Fontana
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

7. Committee Reports:

Councilman Dechene reported the shingles that blew off roof at Country Club in wind storm has been fixed and turned into insurance, three spots in hard wood floor has lifted, no water leak found anywhere, could be high winds and cold weather might have something to do with it, wait and see if comes back when weather warms up.
Supervisor Littlefield stated at TLCC meeting they discuss getting quotes for pro shop carpet, which needs to be replaced, also back door in kitchen needs to be replaced.

Councilman Quinn reported construction statics on Water #3 Tank is up, some panels defective, have been replaced, waiting for sealant to cure, will be painted dark grey, should be online the end of May.
Councilman Quinn also reported on High-Speed Internet group, will know by end of week if can submit application for grant to do feasibility study.

Supervisor Littlefield reported, waiting for contractor from Friend Construction to do punch list on Town Hall new addition.
Looking at possibly having siding painted to match new addition.

Councilman Quinn suggested looking into a Water Fountain or Filling Station for Town Hall.
Supervisor Littlefield will check at Hulbert’s Plumbing.

8. Approve Resolution Consolidating
Vital Registration Districts:

Town of Tupper Lake Town Board
Franklin County, New York 12986

Resolution # 16/2019

RESOLUTION APPROVING CONSOLIDATION OF VITAL REGISTRATION DISTRICTS BETWEEN THE TOWN OF
TUPPER LAKE AND THE VILLAGE OF TUPPER LAKE.

WHEREAS, the Town of Tupper Lake has been assigned by New York State as Vital Statistics
Registration District 1650, and the Village of Tupper Lake has been assigned by New York State Vital
Statistics Registration District 1620, and

WHEREAS, the Town Clerk has requested the approval of the Town Board to formally
consolidate the Town and Village into one primary registration district, namely the District of the Town
of Tupper Lake under Vital Statistics Registration District 1650, and

WHEREAS, the formal consolidation of the Registration District would benefit the public by
eliminating questions as to which district records should be filed and not result in the loss of services to
either municipality,

NOW THEREFORE BE IT RESOLVED, by the Town Board of the Town of Tupper Lake that
consolidation of the Town and Village Registrar functions under the Town’s registration number (Vital
Registration Districts 1650) is approved, pending necessary approvals of all other required entities
including Village of Tupper Lake, Franklin County and New York State Department of Health.

Motion: Councilman Dechene

Seconded: Councilman Quinn

Absent: Councilwoman Luton

Action: Carried 4/0 vote Littlefield, Quinn, Dechene, Fontana

This Resolution was adopted by the Town Board of the Town of Tupper Lake on April 11, 2019

Laurie J Fuller

Laurie J Fuller, Town Clerk RMC

9. Approve Advertising for Bids
For Fire Wood:

NOTICE TO BIDDERS

Notice is hereby given pursuant to section 103 General Municipal Law that

The Town of Tupper Lake accepting **sealed bid proposals** for 70 face cords of hardwood
firewood, 18 inches long, split and delivered to the Highway Garage at 3 Pine Street by June 1st,
2019

Sealed bids can be dropped off or mailed to the office of the Town Clerk, 120 Demars Blvd.
Tupper Lake, New York 12986 on or before **12:00 p.m. May 7, 2019**, at which time sealed bids
will be open and read publicly.

All Bids must be accompanied by a non-collusive certificate.

Bidder to clearly mark outside of envelope **“70 face cords of hardwood firewood 18 inches long”**

The Town of Tupper Lake reserves the right to accept or reject or to waive any informalities in any and all bids if in the interest of the Town of Tupper Lake.

Town of Tupper Lake
Highway Superintendent
William Dechene

Motion to approve advertising for 70 face cords of firewood as written above was made by Councilman Quinn.

Seconded by Councilwoman Fontana
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

10. Approve Right of Way Easements for
183 & 179 Demars Blvd.:

RESOLUTION #17B/2019

Of

The Town Board of The Town of Tupper Lake
Franklin County, New York

Authorize Supervisor to sign easements for and right-of-way sewer improvements

WHEREAS; C2ae architecture engineering is going to be doing work on Town owned Aaron Maddox Hall property, and

WHEREAS; an easement and right-of-way is required for sewer improvements for 183 Demars Blvd. and 179 Demars.

NOW THEREFORE BE IT RESOLVED; at a regular town board meeting held April 11, 2019, board members passed a resolution authorizing the Supervisor to sign Easement and Right-Of-Way for Sewer Improvement Project for 183 & 179 Demars Blvd.

Motion: Councilman Quinn

Seconded: Councilwoman Fontana

Absent: Councilwoman Luton

Action: Carried 4/0 vote Littlefield, Quinn, Dechene, Fontana

Date: April 11, 2019

Laurie J Fuller

Laurie J Fuller Town Clerk RMC

11. Authorize Supervisor to sign
Village Easements for Water Meters:

Motion to authorize Supervisor to sign Village Easements to install Water Meters on all Town owned property was made by Councilman Dechene.

Seconded by Councilwoman Fontana
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

12. Approve Quote for Sub-Service

Inspection of Setting Pole Dam Gate:

Brookfield, the company monitoring water level at Setting Pole Dam for Town, suggested contacting Hunt Underwater Specialties, LLC to do a Sub-service Inspection of Gates at Setting Pole Dam, a quote of \$2,920.00 to do gate dam inspection.

A Motion to hire Hunt Underwater Specialties, LLC to do Sub-Service Inspection of Setting Pole Dam Gates for \$2,920.00 was made by Councilman Quinn.

Seconded by Councilman Dechene

All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

13. Quick Claim Deed for

Downtown Fire Hall:

Motion to authorize Supervisor to execute Quit Claim Deed prepared by Town Attorney, Kirk Gagnier for Town owned property on 54 Pine Street (Downtown Fire Hall) sold to S & S Properties of The Adirondacks LLC, motion made by Councilman Dechene.

Seconded by Councilwoman Fontana

All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

14. Executive Session:

Motion to enter into executive session at 6:10 p.m. to discuss sale or lease of Town property & partial personal matter was made by Councilwoman Fontana.

Seconded by Councilman Quinn

All Town board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

Motion to enter out of executive session and resume regular board meeting at 7:45 p.m. was made by Councilman Dechene.

Seconded by Councilman Quinn

All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

15. Approve Insurance for

Domestic Partners:

Resolution #18/2019

TOWN OF TUPPER LAKE

DOMESTIC PARTNER HEALTH INSURANCE RESOLUTION

This resolution made April 11, 2019 by Councilman Quinn, seconded by Councilwoman Fontana, is made as follows:

RESOLVED that any Town employee who desires to have a domestic partner that is qualified to be insured under the Town's current or future health insurance policies may apply to do so through the proper forms and protocols; and it is further

RESOLVED that any and all costs and expenses for the application, premium, and any ancillary charges shall all be borne by the said employee for the cost of insuring the employee's partner. Any costs that can be deducted as a payroll deduction shall be deducted from the pay of the employee, and the employee shall fill out all forms and paperwork required to do the same, or the domestic partner may not be insured; and it is further

RESOLVED that this benefit may be rescinded by the Town Board at any time on 60 days notice to any Employee whose domestic partner is insured; and it is further

RESOLVED that this benefit does not supplement in any way the Highway Department collective bargaining agreement, or any other policy or contract and is a standalone provision that may be rescinded as set forth above by this or any future Board of the Town of Tupper Lake.

Supervisor Patricia S. Littlefield	AYE
Councilman John Quinn	AYE
Councilman Michael Dechene	Abstain
Councilwoman Mary Fontana	AYE
Councilwoman Tracy Luton	Absent

Laurie J Fuller

Laurie J Fuller – Town Clerk - RMC

16. Adjourn:

Motion to adjourn at 7:50 p.m. was made by Councilman Quinn.

Seconded by Councilman Dechene
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Fontana

Laurie J Fuller – Town Clerk RMC